

**NYTD – National Youth in Transition Database
Begins 10/1/10**

Served Population Data Entry – (Youth aged 14-20)

- Caseworkers responsible for reporting all independent living services beginning 10/1/10.
- Enter services by using the Services Provided hyperlink on the Case Maintenance window
- Enter all required information on the Services Provided window, including service, service date, who provided the service, service hours, and note when the service provided is Other Financial Assistance
- Ensure relevant demographic information is updated - DOB, Sex, Race, Ethnicity, Adjudicated Delinquent (will be auto-populated from CYCIS), Last Grade Completed, Special Education Status
- Service entry must be within month service was delivered

Baseline Population – Survey (Within 45 days of 17th Birthday during Reporting Year)

- Caseworkers who have a youth on their case load who turns 17 between October 1, 2010 and September 30, 2011 must ensure that the youth completes the survey within 45 days after the youth's 17th birthday.
- If a caseworker has a youth who meets this criteria, there will be a NYTD Survey link on the Case Maintenance window
- There are circumstances where the youth is either unable or unwilling to participate. Other valid outcome responses must also be recorded within 45 days after the youth's 17th birthday.
- Youth are in the Baseline population regardless if they ever received an independent living service.

Follow-Up Population – Survey (Follow up at 19th and 21st Birthdays)

- The follow-up population includes all youth who reach their 19th or 21st birthday and who have participated in the data collection as part of the baseline population at age 17
- The first follow-up population will be those youth turning 19 between 10/1/12 – 9/30/13 (FFY '13) and who successfully answered at least one survey question at age 17
- A youth is in the follow-up population as described above, regardless of the youth's foster care status at 19 or 21 and regardless whether the youth ever received an independent living service.
- If a youth is still in care at age 19 or 21, the options and responsibilities for completing the survey are the same as for the Baseline Population